

PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, ASSISTANCE WILL BE PROVIDED IN COMPLETING ANY FORMS REQUIRED BY THE LOUISIANA RECREATIONAL AND USED MOTOR VEHICLE COMMISSION.

REQUIREMENTS TO BECOME A LICENSED VEHICLE AND/OR BOAT DEALER

Effective August 15, 2004, the Commission name was changed to **Louisiana Recreational and Used Motor Vehicle Commission**.

1. Must have an established place of business(an enclosed structure or building either owned in fee, leased or rented) adequate space to display vehicles offered for sale(cannot be on sidewalks or in the streets).There are no requirements as to how many vehicles are to be maintained or displayed for sale.
2. Must have a business telephone listed in the business name and installed at the place of business which is listed on the application . **NO CELLULAR PHONES**. Must notify this commission of any change of telephone number.
3. Must have a permanently affixed sign listing the trade name exactly as that for which a license is to be issued. The sign must be placed in front of the business and clearly visible from the street or roadway at a minimum of 16 square feet (4' x 4') and subject to all zoning laws. **MUST SUBMIT PICTURE OF PERMANENT SIGN**.
4. Must comply with all local zoning laws. If located inside the city limits a city official must execute the zoning form and outside city limits a parish official must execute the zoning form.
5. Must secure \$20,000.00 surety bond from a surety company licensed to do business in the State of Louisiana. The bond must be executed on our bond form. **ORIGINALS ONLY ACCEPTED**.
6. Must secure dealer liability insurance on all vehicles, and motorcycles offered for sale or used in demonstrating or utilizing the streets or roadways in accordance with the financial responsibility laws of this state. **MUST SUBMIT A COPY OF YOUR CERTIFICATE OF INSURANCE AND LIST SALESMEN**.
7. Complete, sign, and have notarize the vehicle dealer application. **APPLICATION MUST BE COMPLETED AND RETURNED TO THIS OFFICE BY THE DEALER. APPLICATIONS WILL NOT BE ACCEPTED FROM INSURANCE AGENTS OR TITLE COMPANIES. FURNISH COPIES OF CORPORATION, LLC OR LLP PAPERS, IF APPLICABLE**.
8. Complete, sign and have notarized a salesman application. There must be at least one licensed salesman at each location. Anyone who will be selling must have a salesman license.
9. **BUYER LICENSES ARE OPTIONAL**. Anyone attending an insurance salvage auction must obtain a buyer's license. Must be a licensed dealer or a licensed salesman thereof.
10. A dealer of new boats, boat motors, trailers, motorhomes, motorcycles and/or atv's must submit a franchise and/or dealer agreement for each product offered for sale. If no franchise and/or agreement exists then the dealer will need to submit an affidavit of verbal agreement from the manufacturer indicating the dealer is authorized to sell their products.
11. Remit the appropriate fees:

Dealer.....	\$200.00
Salesman.....	25.00
Buyer.....	25.00
Criminal Check(if applicable).....	35.00
12. Licenses are valid from date issued or January 1st whichever is later and will expire on December 31st.
13. **PHYSICAL INSPECTION WILL BE CONDUCTED BEFORE LICENSE IS ISSUED**.